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Computing Personnel Requirement for a Known or
Estimated Man-Hour Workload

I Workload

Determine Workload to be accomplished per week or year and express it in terms of total Man-hours of Workload.

II Available Man-Hours Per Person (Computation)

A. Available Gross Man-Hours Per Person Per Year	2024
(52 weeks - 5 work days per week - 7 holidays)	
8 hours per day	
B. Leave and Training Man-Hour Loss Per Year (Average)	261
1. Man-hours of Annual Leave and Military Leave (Average of 15 workdays per year)	120
2. Man-hours of Sick Leave (Average of 5 workdays per year)	40
3. Man-hours of Training (5% of Available Gross)	101
C. Average Gross (A) Less Leave and Training Loss (B)	1763
D. Man-Hour Loss Per Day due to Transportation, Breaks, Rest Periods, Get Ready Time, etc. (12% of C)	220
E. Available Net Man-Hours Per Person Per Year (C-D)	1543

or

Item	ME/Yr.	ME/MO.	ME/Wk.	%
A. Available Gross Man-Hours Per Person Per Year (Average)	2024	169	39	100
B. Man-Hour Loss Per Person Per Year	481	40	9	24
C. Available Net Man-Hours Per Person (Av.) Per Year (Average)	1543	129	30	76

III Personnel Requirement

A. Number of Personnel Required = $\frac{\text{Man-hours of Workload Per Year}}{1543}$

or

B. Number of Personnel Required = $\frac{\text{Man-hours of Workload Per Week}}{30}$

or

C. "Rule of Thumb" Method - To accomplish 30 man-hours of workload per week, one (1) person would be required.

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EXHIBIT A